
DLA ADMINISTRATIVE SUPPORT CENTER

POSITION: Quality Assurance Specialist
(Aircraft), GS-1910-11

ANNOUNCEMENT: DCMDI-26-KW

LOCATION: Defense Contract Management Command
District International (DCMDI)

OPENING DATE: March 26, 1997

CLOSING DATE: Open Continuous

Duty Station: Various locations in the United Kingdom

AREA OF CONSIDERATION: Appointable Employees of Defense Logistics Agency

DUTIES: The incumbent serves as a Quality Assurance Specialist for performing quality assurance functions in accordance with IAW Federal Acquisition Regulations DLA 8200, In-Plant Quality Evaluation (IQUE) and directives provided by DCMDI, at various contractors in an assigned geographical area as a non-resident. Assesses contractor's systematic capability to adhere to the technical requirements of the contract to the customer's satisfaction. Conducts contractor process "Proofing" IAW DLA 8200 and provides graphic evidence of effort and determinations when required. Conducts product audits to determine in fact the accuracy of proofing processes and provide a basis for government acceptance of goods and services. Evaluates contractor data collection and analysis systems and uses this data to graphically determine contractor quality status and progress. Meets and coordinates with Ministry of Defense Quality assurance personnel to resolve or investigate issues concerning contractor performance, surveillance techniques, customer complaints and other technical issues. Acts as technical liaison representing the customer-to-contractor management, technical, quality and supply personnel and counterparts with the Ministry of Defense.

QUALIFICATION REQUIREMENTS: Applicants must have one year of specialized experience at or equivalent to the GS-9 level which demonstrates a practical knowledge in monitoring, controlling, or maintaining the quality of products or services in quality assurance, procurement, inspection, production, or related areas. Qualifying experience includes (1) reviewing production activities and capabilities in light of contract quality requirements; (2) reviewing written quality or inspection procedures for adequacy, and evaluating the implementation and effectiveness of quality/inspection systems, including sampling plans; (3) analyzing quality data to detect unsatisfactory trends or weaknesses in the quality/inspection system; (4) verifying by test or inspection, using sampling inspection or intensive product inspection techniques that products comply with requirements prior to acceptance; (5) identifying inadequacies and requesting corrective action; (6) computing data, summarizing results, and preparing reports or charts depicting pertinent relationships using statistical methods; (7) investigating customer complaints and deficiency reports, and providing identification of causes to appropriate authorities; (8) reading, interpreting and applying technical data such as blueprints, engineering drawings, product specifications, or technical manuals; and (9) reviewing and evaluating supply systems operation and procedures through periodic audits and surveillance inspections. Applicants must have served at least one year in grade GS-9 to meet OPM time-in-grade requirements.

<u>EVALUATION METHODS:</u>	<u>MAXIMUM POINT VALUE</u>
1. Quality of Experience	65
2. Performance Appraisal	15
3. Education, Training and Self Development	15
4. Awards	<u>5</u>
	100

METHOD OF RANKING: Applicants competing for promotion will be given a score based on the completion of the attached Merit Promotion Questionnaire.

OTHER:

1. This position may be filled through means other than the competitive promotion process. This may include reassignments or repromotion of qualified eligibles or appointment from an Office of Personnel Management Certificate of Eligibles. In such case, this announcement will be canceled and all applicants so advised.
2. This position is designated noncritical sensitive as defined in DoD 52200.2-R and therefore requires that a personnel security investigation be adjudicated for security eligibility on a preappointment basis. This requirement may take 90 days or longer.
3. Applications will be accepted from disabled veterans who are in receipt of compensation at the rate of 30% or more.
4. Time in grade and qualification requirements must be met by the closing date of this announcement.
5. All qualified reassignment applicants within the stated area of consideration will be referred for selection consideration. Employees

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competing for promotion are subject to the evaluation methods outlined above.

6. SF-171(s) and related forms transmitted by facsimile equipment will not be accepted.

7. Temporary Duty (TDY) and local travel is required.

8. As defined in DLAR 1416.8, Pay retention will be offered to successful applicants whose pay would otherwise be reduced if selected for this position.

HOW TO APPLY: Applicants may choose any of the following written application formats:

(1) OF 612, Application for Federal Employment, available from Federal personnel offices, Office of Personnel Management, and State Employment Agencies.

(2) SF 171, Application for Federal Employment.

(3) Resumes. Certain information is required to be included on resumes. These requirements are specified in OF 510, Applying for a Federal Job. The form may be obtained from Federal personnel offices, Office of Personnel Management, and State Employment Agencies. Failure to provide all of the required information could result in an ineligible rating.

Applicants must forward a written application/resume along with the following documents and forms:

a. The attached Merit Promotion Questionnaire. APPLICATIONS RECEIVED WITHOUT THE MERIT PROMOTION QUESTIONNAIRE WILL NOT BE CONSIDERED.

b. A copy of current annual performance rating and appropriate performance standards. (For DLA employees, DLA Forms 46 and 46A (Jun 86 version) or Merit Pay appraisal and standards, if applicable, are to be submitted. DLA employees serviced by non-DLA personnel offices may submit their current appraisals and performance standards on the appropriate forms utilized by their respective systems). FAILURE TO SUBMIT A CURRENT PERFORMANCE APPRAISAL (NO MORE THAN 18 MONTHS OLD) MAY AFFECT APPLICANT'S OVERALL RATING. Applicants who have a minimally acceptable or unacceptable annual performance rating will not be certified for promotion consideration.

c. A list of all awards received within the past 10 years, including the dates of the awards.

d. Copy of recent SF-50, Notification of Personnel Action, for verification of competitive status/reinstatement eligibility.

WHERE TO APPLY: ATTN: DASC-HC, DLA Administrative Support Center, 8725 John J. Kingman Road, Suite 0119, Fort Belvoir, Virginia 22060-6220. **APPLICATION MUST BE POSTMARKED BY THE CLOSING DATE INDICATED IN THE JOB OPPORTUNITY ANNOUNCEMENT.**

For further information regarding this vacancy, call (703) 767-7320 or DSN 427-7320. For general vacancy information, call (703) 767-7100 or DSN 427-7100.

ALL QUALIFIED CANDIDATES WILL RECEIVE CONSIDERATION WITHOUT REGARD TO RACE, RELIGION, COLOR, SEX, AGE, NATIONAL ORIGIN, LAWFUL POLITICAL AFFILIATION, MARITAL STATUS, UNION MEMBERSHIP, OR NONDISQUALIFYING PHYSICAL OR MENTAL DISABILITIES.

Merit Promotion Questionnaire

Position: Quality Assurance Specialist (Aircraft) GS-1910-11

Location: Various locations in the United Kingdom

JOA#

Applicant Name: _____
SSN: _____ **Office Phone:** _____

Privacy Act Notice

This questionnaire is designed to provide the information needed to evaluate your qualifications and make a selection. Authority to gather this information is derived from 5 U.S.C. 3301. Failure to properly complete the form may result in the questionnaire being rejected or your being rated ineligible.

How to Fill Out This Questionnaire

This questionnaire asks for a variety of types of information needed to assign a rating for the JOA listed above. Please mark your answers clearly. You cannot submit any information after the JOA closes.

Answer each Ranking Question truthfully. Falsification of your answers may result in disciplinary action, up to and including removal. Circle all answers for which you can truthfully answer YES. Unless otherwise instructed, circle every answer which applies. After each Ranking Question, you must indicate the block(s) on your application where you obtained the experience. Your application has identifying letters for experience sections. For example, if you got your experience in your current job and in your most recent job, you would enter A-B in the "Where on Application" column. **YOU WILL NOT RECEIVE POINTS FOR RANKING QUESTIONS WHERE YOU DO NOT COMPLETE THIS COLUMN.**

Education

Up to 15 points are awarded for education. Identify your level of education and the major field of study for each level. An academic year is 30 Semester or 45 Quarter hours. Point values are not cumulative. The following Majors are RELATED: Accounting, Business Administration/Management, Economics, Finance, Marketing, procurement Purchasing

Level of Education	Major (points)
8 Semester/12 Quarter Hours	____ Any Major (0)
16 Semester/24 Quarter Hours	____ Any Major (0)
1 Academic Year	____ Any Major (2)
2 Academic Years	____ Related Major (6) ____ Other Major (4) ____ Any Major (0)
3 Academic Years	____ Related Major (9) ____ Other Major (6) ____ Any Major (0)
Bachelor's Degree	____ Related Major (15) ____ Other Major (9) ____ Any Major (0)
1 Graduate Academic Year	____ Related Major (15) ____ Other Major (10) ____ Any Major (0)
Master's Degree or Higher	____ Related Major (15) ____ Other Major (12) ____ Any Major (0)

Awards

Up to 5 points are given for creditable awards. You get one point each for up to five occurrences of each award type. Do not list awards you received more than five years before the date you submit this Questionnaire.

____ Value Engineering ____ Meritorious or Superior Civilian Service
____ EEO Award ____ Commendable Service Certificate
____ Cash Award (SSPA, QSI, On-the-Spot, Beneficial Suggestion for which cash was paid, etc.)

Performance Ratings

Up to 15 points are given for performance ratings. List your three most recent annual performance ratings received in the past five years and indicate if they were for a *Related* or *Unrelated* job series. You will get one point for each year for which you do not indicate a performance rating. **Do not check more than three boxes.** *Related* job series are: GS-1910 and GS-1150

Rating Level	Related	Unrelated
Exceptional (Level 5)	____ 5 points each	____ 3 points each
Highly Successful (Level 4)	____ 4 points each	____ 2 points each
Fully Successful (Level 3)	____ 3 points each	____ 1 points each
Below Fully Successful (Level 1 or 2)	____ 0 points each	____ 0 points each

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Ranking Questions	Where on Application
<p>Quality Assurance Specialist (Aircraft), GS-1910-11</p> <p>Up to 65 points are awarded for experience. Please circle your "Yes" or "No" response to each question. Uncircled questions will be considered as "No" responses.</p> <ol style="list-style-type: none"> Do you have at least one year direct experience with aircraft repair, overhaul, and modifications? a. Yes b. No Are you currently DAWIA Level II certified in Quality Assurance? a. Yes b. No Do you have experience in implementing PROCAS at resident contractor facilities? a. Yes b. No Have you ever formally teamed with a contractor to correct deficiencies in their process and improve customer satisfaction? a. Yes b. No Have you ever developed quality assurance plans and/or management systems (i.e., development of PROCAS facility plans, etc.)? a. Yes b. No Have you ever been a member of a government cross-functional team (i.e., a team comprised of members of other functional areas)? a. Yes b. No Have you ever performed detailed process flow charting and data analysis using SPC methods at a resident facility? a. Yes b. No Have you ever prepared written summary reports of product audit findings and recommendations? a. Yes b. No Are you currently certified in other quality assurance commodities? a. Yes b. No Have you ever developed databases for recording quality assurance data? a. Yes b. No Do you have prior experience managing a Product Quality Discrepancy Reporting Program? a. Yes b. No Do you have experience with developing and analyzing metrics? a. Yes b. No Do you have experience working with the DLA Performance Improvement Criteria? a. Yes b. No Do you have experience in oral presentations above the local level? a. Yes b. No Are you certified in the aircraft commodity? a. Yes b. No 	
Certification	
<p>I hereby certify that the information I have provided in this Questionnaire is complete and truthful. I understand that falsification of this Questionnaire may result in disciplinary action up to and including removal.</p> <p style="text-align: center;">Signature: _____ Date: _____</p>	

OVERSEAS ALLOWANCES AND BENEFITS INFORMATION - JOA # _____

**Overseas allowances and benefits information is provided for the following location:
Various locations in the United Kingdom. PLEASE NOTE: Only items checked below apply.**

☒ **LENGTH OF TOUR: 3 year. (Possible extension of up to 5 years.)**

☐ ***Tax free living quarters allowance (LQA) of _____ to _____, based on grade and number of dependents. The LQA is payable to eligible civilian employees when government owned or rented quarters are not provided without charge at the employee's permanent duty station in a foreign area.**

☐ **Government quarters are provided at no charge to the employee.**

☒ **% Post Allowance (PA) is authorized. PA is a cost-of-living allowance. It reimburses an employee for certain living costs incurred while stationed in a foreign area where the cost of living, other than quarters, is much higher than in Washington, D.C.**

☐ **% Post Differential (PD) is authorized. PD provides added compensation to eligible employees stationed where environment, physical security, and living conditions are substantially different from those in the continental United States. PD is taxable.**

☒ **Concurrent transportation of dependents is authorized.**

☐ **Nontemporary storage (NTS) is authorized. NTS at government expense may be authorized for a period not to exceed the length of the tour of duty in the overseas area.**

☒ **Shipment of 18,000 pounds of household goods (HHGs) to the overseas area is authorized. (NTS and HHGs shipment combined can not exceed 18,000 pounds.)**

☒ **One privately owned vehicle may/may not be shipped at government expense.**

☒ **Salary advance of 3 months is authorized. Advances may be made during the period 3 weeks before the estimated departure date to a foreign duty post or up to 2 months after arrival. Repayment may be made by payroll deductions of up to 26 subsequent pay periods or by lump-sum payment.**

☒ **Home leave is accrued at the rate of 5 days per year. Home leave may only be granted after completion of 24 months continuous service abroad. Carryover of 360 hours of annual leave is authorized.**

☒ **Return rights within DLA are mandatory.**

☐ **Return rights within DoD are mandatory.**

☒ **Real estate expenses are not authorized.**

Note: An overseas sponsor will be appointed at the time of selection to provide more specific information. Further information regarding allowances and differentials can be found in the Department of State Standardized Regulations (DSSR). Information regarding overseas travel entitlements can be found in the Joint Travel Regulation (JTR) Volume II.

***IS SUBJECT TO CHANGE WITHOUT NOTICE.**

AS OF: 3/26/96